

## Republic of the Philippines **DEPARTMENT OF AGRICULTURE WESTERN VISAYAS**

Hamungaya, Brgy. Buntatala, Jaro, Iloilo City westernvisayas@mail.da.gov.ph | (033) 336-4221

PR# 2023-07-1491

October 9, 2023
Date

### REQUEST FOR QUOTATION

2023-670 (SVP)

### **INSTRUCTIONS:**

- 1. Bidders are required to read the instructions and fill all the blanks properly.
- 2. Prospective Bidders/Suppliers may submit their own canvass form in accomplishing their bid proposals/quotations subject to the condition that the DARFO VI official RFQ form shall be filled up (with offered brand, unit price and total price), signed properly and attached together with the Bidder's/Supplier's own canvass form. (Please write legibly)
- 3. Any erasure or alteration in the unit and/or total price shall render the offer of the supplier invalid.
- 4. Any specifications other than those required/stated in this form shall not be considered in the evaluation of bids.
- 5. Quotation(s) must include all kinds of taxes for the item(s)/services listed hereunder, including delivery charges.
- 6. The brand name/model of the offered item(s)/product(s) or services must be indicated, if applicable/required.
- 7. Sealed Quotation(s) / Proposal(s) shall be **manually submitted** to the DA Western Visayas, Procurement Service Office, RCPC Building, DA-WESVIARC., Brgy. Buntatala, Jaro, Iloilo City.
- 8. DEADLINE FOR SUBMISSION OF BIDS: October 13, 2023 at 12:00 nn.
- 9. Price quotation(s) submitted shall be valid for a period of 45 days reckoned from the deadline for submission of quotations.
- 10. Awarding shall be done for the whole lot. Partial bids shall not be allowed.
- 11. Validity of stocks: 60 days
- 12. Terms of payment: within 15 days after inspection and acceptance and shall be made through Land Bank's LDDAP-ADA/Bank Transfer facility. Bank Transfer fee, if any, shall be charged against the creditor's account.
- 13. Delivery period: 15 days upon receipt of Notice to Proceed
- 14. Delivery point: DA-WV, RAFIS Office, Parola, Iloilo City
- 15. The period of submission of the following documents are as follows:

| Document                                     | Submission Period*    |
|--|-----------------------|
| Certified True Copy of Valid                 |                       |
| Mayor's/Business Permit                      | Should be submitted   |
|  | upon submission of    |
| <b>Registration Number</b> (Red or Platinum) | Request for Quotation |
| Omnibus Sworn Statement                      |                       |
| (for ABC above Php 50,000.00)                |                       |
| Income Tax Return                            |                       |
| (for ABC above Php 500,000.00)               |                       |

16. Non-receipt of a Notice of Award within a period of 30 calendar days from the deadline of the submission of the RFQ is presumed that this offer is non-responsive.



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PR No. 2023-07-1491 ABC: Php 61,500.00 End-User: JAMES EARL E. OGATIS Solicitation No. 2023-627 Contact No. 335-3423

| Quantity | Unit   | Item Description   | Brand Name<br>/Model Offered | Unit<br>Price | Total |
|----------|--------|--|------------------------------|---------------|-------|
|          |        | Procurement of Supply and Delivery of ICT Supplies   |                              |               |       |
| 5        | piece  | USB 3.0 Flash Drive - 64gb; up to<br>100 mbps read speed and 15 mbps<br>write speed  |                              |               |       |
| 5        | Piece  | SD Card, 128 gigabyte, 200mb/s (for Camera use)  |                              |               |       |
| 2        | Piece  | Powerbank - super fast charge;<br>20000 mAh capacity;<br>LED digital display; Type C + dual<br>USB output;<br>Lightning + Micro + Type C Input;<br>original brand  |                              |               |       |
| 2        | Piece  | External Hard Drive - rugged USB-C;<br>1TB capacity;<br>HDD storage type; 1xUSB-C (USB<br>3.0 compatible<br>interface) 130 MB/s maximum<br>speed; drop resistant   |                              |               |       |
| 10       | Bottle | Ink Bottle, Epson 003, black, genuine  |                              |               |       |
| 5        | Bottle | Ink Bottle, Epson 003, yellow, genuine   |                              |               |       |
| 3        | Bottle | Ink Bottle, Epson 003, magenta, genuine  |                              |               |       |
| 3        | Bottle | Ink Bottle, Epson 003, cyan, genuine   |                              |               |       |
| 8        | Cart.  | Ink Cartridge, HP680, black, genuine   |                              |               |       |
| 5        | Cart.  | Ink Cartridge, HP680, tri-color, genuine   |                              |               |       |
| 3        | Piece  | USB 3.0 Data Hub, 4-ports; Type-A  |                              |               |       |
| 3        | Piece  | External Card Reader, USB 3.0,<br>Supported Cards:<br>TF, SD, CF, MS; 2TB capacity,<br>expansion up to 5GBs<br>transfer rate   |                              |               |       |
| 5        | piece  | Folding Portable Laptop Stand - aluminum alloy bracket support; fits all sizes of laptops; durable and ventilated; scratch resistant; foldable and portable; ergonomic design  Terms and Conditions: A. Shall deliver the requested materials to the DA-RAFIS Office |                              |               |       |
|          |        | B. Supplier shall have physical branch or outlet within the region   |                              |               |       |
|          |        | TOTAL  |                              |               |       |



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| For the Bids and Awards Committee:         |                         |
|--|-------------------------|
| MS. HUSSEIN A. DEROTAS                     | ATTY. ROLIN M. ASUNCION |
| GEPS Posted/DA Website/1 conspicuous place | Head, BAC-Secretariat   |

#### **DA WESTERN VISAYAS**

Bids and Awards Committee WESVIARC, Hamungaya, Jaro, Iloilo City

### SIR / MADAM:

In connection with the above request, I/we submit our quotation indicated above. I/We have carefully read and fully understood the minimum requirements and agree to furnish and/or deliver in conformity with the specifications any or all said articles described above within the date stipulated herein.

| Signature over Printed Name | Registered Name of Company | Tax Identification Number            |
|-----------------------------|----------------------------|--------------------------------------|
|                             |                            | (Indicate VAT or non-VAT registered) |
| Address                     | Contact number(s)          | E-mail Address                       |
| Banking Institution         | Branch                     | Account Name                         |
| Account Number              |                            | Date Accomplished                    |